

**CASS COUNTY COMMISSIONERS**

**OCTOBER 6, 2014**

The Cass County Commissioners met at 1:00 p.m. in the Commissioner Hearing Room. Present were Jim Sailors, Ralph Anderson, Dave Arnold, Attorney John Hillis and Auditor Vaneen Ide. Jim Sailors opened the meeting with the Pledge of Allegiance.

**MINUTES**

Ralph Anderson made a motion to approve the minutes as presented, Dave Arnold seconded. The motion carried unanimously.

**CLAIMS & PAYROLL**

Dave Arnold made a motion to approve the minutes as presented, Ralph Anderson seconded. The motion carried unanimously.

**HIGHWAY DEPARTMENT**

Jeff Smith appeared before the Commissioners and presented the monthly Highway Department report. Jeff Smith announced that the CR 275W concrete overlay project has won a national award from the American Concrete Paving Association. Cass County's project was one of only two from Indiana to be named a winner, with the other being the INDOT south split project in Indianapolis. CHA was the designer and E & B Paving the contractor for the 275W project.

The chip seal program for 2014 is complete. We finished with 61 centerline miles, or 82 seal equivalent miles of chip seal work. Pug mix application continues and we anticipate this, as well as hot mix paving to be finished in October.

Jeff presented four ordinances to the Commissioners for their approval:

Main Street (CR 150E) in Young America, Cass County currently does not have a posted speed limit. The speed would be established at 35 miles per hour. Ralph Anderson made a motion to approve the speed limit ordinance of 35 miles per hour for the Main Street (CR 150E) of Young America, Dave Arnold seconded. The motion carried unanimously. This will be ordinance 2014-14.

An ordinance for the placement of a stop sign at the intersection of CR 50N and CR 1100 E in order to protect the general traveling public using public road intersections. The stop sign at this intersection allows for eastbound CR 50N to stop for CR 1100E. Dave Arnold made a motion to approve the stop sign at the intersection of CR 50N and CR 1100E, Ralph Anderson seconded. This will be ordinance 2014-15.

An ordinance for the placement of a stop sign at the intersection of CR 500S and CR 500W in order to protect the general traveling public using public road intersections. The stop sign at this intersection allows for southbound CR 500W and northbound Carroll CR 300E stop for CR 500S. Dave Arnold made a motion to approve the stop sign at the intersection of CR 500S and CR 500W, Ralph Anderson seconded. The motion carried unanimously. This will be ordinance 2014-16.

An ordinance for the placement of a stop sign at the intersection of CR 500S and CR 650W in order to protect the general traveling public using public road intersections. The stop sign at this intersection southbound CR 650W and northbound Carroll CR 150E stop for CR 500S. Dave Arnold made a motion to approve the stop sign at the intersection of CR 500S and CR 650W, Ralph Anderson seconded. The motion carried unanimously. This will be ordinance 2014-17.

Ray Eber from the Highway Department appeared before the Commissioners with the projects report for the month. A concrete box culvert on 1100S between 200E and 300E has been replaced with a 40ft by 7 ft. diameter pipe. A pipe near 800E on 1100S is also being replaced.

Highway employees are scheduled for training October 28<sup>th</sup> hosted by the Cass County Sheriff's Department. This training will consist of drug education and how to spot meth labs and their remnants.

Ray asked the Commissioners to approve the low bid from Aulbach Construction in the amount of \$11,705.09 for the ADA sidewalk job in Young America. Ralph Anderson made a motion to approve the low bid from Aulbach Construction in the amount of \$11,705.09 for the ADA sidewalk job in Young America, Dave Arnold seconded. The motion carried unanimously.

Jeff Smith requested permission to advertise for a new or slightly used chipper for the Highway Department. Ralph Anderson made a motion for the approval to advertise for a new or slightly used chipper, Dave Arnold seconded. The motion carried unanimously.

#### HEALTH DEPARTMENT

Bob Vernon appeared before the Commissioners and presented the monthly report of the Health Department. There were ten routine vaccination clinics held. A total of 224 patients were seen for immunizations with 512 vaccinations given.

Vital records issued 95 birth certificates, 28 were free. There were 139 death certificates also issued. There were 8 genealogy searches conducted, one amended birth certificate and one paternity affidavit was filed.

There are currently 217 food establishments doing business in Cass County. One food establishment has closed its doors. Ten retail establishments have been inspected and one follow up inspection. Three environmental complaints have been investigated and three pre-site inspections for septic have been conducted.

Eric Eldridge was recognized at the Indiana Environmental Health Specialist Association. Eric was nominated as the IEHSA environmentalist rookie of the year and won the award. Eric's fellow peers recognized the work he does in Cass County as an environmentalist.

The new Health Educator, Alesia Brown has spent some time organizing and sorting through teaching materials, researching topics and new lessons. Alesia spent some time introducing herself to the teachers and visiting preschools to educate them in regards to the programs that the Health Department offers.

Mosquito surveillance in the southern part of the county continues in Clinton, Washington, Tipton, Deer Creek and Jackson Townships. A large map of the county has been placed in the Health Department office and marked with the problem mosquito sites for future reference.

#### I.T. DEPARTMENT

Cj Gilsinger appeared before the Commissioners and reported the current activities of the I.T. Department. Ben Mohler has joined the I.T. staff as a part-time employee. I.T. started the month with a wiring project in the Ambulance garage. A good portion of time has been spent getting ready for election and the electronic poll book. The State of Indiana modified the requirements, so the poll book had to be recertified and retested again.

New machines are being rolled out for the Health Department and Probation Department. The plan is to have all Windows XP machines off of our network by mid next year. A major upgrade of the virtual environment has been started. The setup that is currently in place has no redundancy and when we have issues it has contributed to down time. After much research two new servers have been purchased. They will be kept in separate buildings, but will be running in tandem. If there is a problem with one machine it can be moved over to the other machine without causing downtime.

#### SUPERIOR COURT II

Judge Richard Maughmer appeared before the Commissioners and requested permission to hire an intern. Leisa Henry will be interning for Superior Court II. Ralph Anderson made a motion to approve the hiring of an intern for Superior Court II, Dave Arnold seconded. The motion carried unanimously.

#### SHERIFF DEPARTMENT

Sheriff Randy Pryor appeared before the Commissioners with a request to hire a part-time correction officer. Ralph Anderson made a motion to approve the request to hire a part-time correction officer, Dave Arnold seconded. The motion carried unanimously.

#### **PLANNING DEPARTMENT**

Arin Shaver appeared and presented an ordinance to provide a Building Inspector to the Town of Galveston. Ralph Anderson made a motion to approve the ordinance to provide a Building Inspector to the Town of Galveston, Dave Arnold seconded. The motion carried unanimously. This will become ordinance 2014-18.

Arin also requested permission to hire a part-time Building Inspector whose hours will not exceed 28 per week. Ralph Anderson made a motion to approve a part-time Building Inspector position not to exceed 28 hours per week, Dave Arnold seconded. The motion carried unanimously.

#### **MAINTENANCE DEPARTMENT**

Richard Gundrum appeared and requested the following property be declared surplus:

- 24 blue mattresses
- 4 bags of blankets
- 8 coffee cup racks
- 1 rack of plastic cups
- 1 TV
- 10 monitors
- 4 drink containers
- 6 electrical misc. racks
- 1 30 x60 inch table
- 1 filing cabinet
- 1 wood desk
- 1 filing cabinet
- 3 chairs
- 1 oak table 36 x36 inch
- 1 imaging machine
- 1 paper cutter
- Small popcorn machine
- 60 x30 inch table
- Computer desk with upper cabinet
- Dog box for truck

Dave Arnold made a motion to declare the items surplus, Ralph Anderson seconded. The motion carried unanimously.

Richard presented a building assessment review from Engineering Resources, Inc. This assessment is for the Government Center Building, Cass County Jail and the Annex properties on High Street. This report is a summary for each building for use in determining the maintenance requirement and prioritizing which areas should be addressed first. Dave Arnold made a motion to approve the building assessment from Engineering Resources, Inc., as presented, Ralph Anderson seconded. The motion carried unanimously.

Richard also presented a Government Center Exterior Review from Engineering Resources, Inc. for the Commissioners to approve. This is a proposal to complete the exterior review and provide concept for a new façade. This review will include the clock tower and current location as it ties into the façade. This also includes a review of the current parking lot arrangement and the potential for modifications. Dave Arnold made a motion to approve the Government Center Exterior Review from Engineering Resources, Inc., Ralph Anderson seconded. The motion carried unanimously.

#### **PUBLIC DEFENDERS**

Commissioner Dave Arnold expressed his concern with the current Public Defender Board and wishes it to be reviewed. There was discussion. Ralph Anderson made a motion to table this item until

a meeting with the Public Defender Board, Jim Sailors seconded. The motion carried with 2 yeas and 1 nay from Dave Arnold.

#### DEFERED COMP. 457 PLAN

John Hillis presented to the Commissioners a request to re-create a deferred comp. 457 plan for Cass County. Ralph Anderson made a motion to approve the recreation of a deferred comp. 457 plan for Cass County, Dave Arnold seconded. The motion carried unanimously.

#### AIC & SRI SCHOLARSHIP PRESENTATION

Anita Maillhor from SRI Corporation and Christine Trina from the Association of Indiana Counties were present to honor Bailey Kelley with a 500.00 dollar scholarship. Bailey is a recent graduate of Logansport High School and currently attending IVY Tech in Logansport, while working part-time in the Cass County Circuit Court. Bailey would like to continue her education and receive a degree to assist children who pass through the court systems on a daily basis.

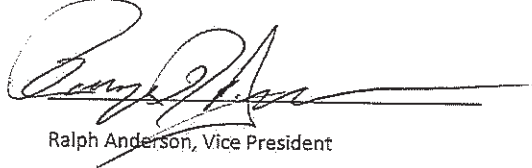
Bailey thanked SRI and AIC for the scholarship and the Commissioners for the opportunity to work in the Court House.

#### PUBLIC COMMENTS & ADJOURN


There were no public comments. Ralph Anderson made a motion to adjourn, Jim Sailors seconded. The motion carried unanimously.



Jim Sailors, President



Ralph Anderson, Vice President



Dave Arnold, Member

ATTEST: 

Vaneen M. Ide, Auditor